

CLARKE COUNTY BOARD OF SUPERVISORS	
February 10, 2004	Budget Work Session
	5:00 p.m.
Board of Supervisors' Meeting Room	

At a Board of Supervisors Work Session held on Tuesday, February 10, 2004 at 5:00 pm in the Board of Supervisors' Meeting Room of the Circuit Courthouse, Berryville, Virginia.

Present

Chairman Staelin, Vice Chairman Hobert, Supervisor Dunning, Supervisor Byrd, Supervisor Weiss

Also Present

Tom Judge, David L. Ash, Robina Bouffault, Val Van Meter, and Jerry Herrmann

Call To Order

The meeting was called to order at 5:08 pm in the Board of Supervisors' Meeting Room of the Circuit Courthouse.

Meeting Overview

Tom Judge stated that the goal for the evening was to review the general fund revenue estimates, the general government capital projects and the meeting schedule. He drew the Board's attention to the funding requests for Social Services and CSA, which were distributed at the meeting. He recommended and the Board concurred that the Director of Social Services should present the requests.

General Fund Revenue Estimates

Mr. Judge apprised the Board that there were three adjustments needing to be made to the revenue estimates. The Building Department and Animal Control need to be adjusted to reflect the fee schedule changes.

The Sheriff's Department has an additional of \$50,000 from a grant to fund an investigator, who will focus on drug and gang activity. Tony Roper, Clarke County Sheriff, stated that the \$100,000 of grant money would be paid over a two-year period. He explained that the funds resulted from efforts on the part of Congressman Wolf.

Mr. Judge informed the Board that County staff, including Warren Arthur, Commissioner of the Revenue, and Linda Coumes, Treasurer, had reviewed the general fund revenue and made modifications as enumerated at the end of the document. Mr. Staelin said that the Revenue Review Committee has not yet reviewed these changes.

Warren Arthur is to complete the estimated book for 2004 in March.

There followed discussion on depreciation schedules for machinery and tools. John Staelin requested David Ash to compare depreciation schedules of surrounding jurisdictions.

Tom Judge reviewed the assumption method used for calculations of personal property taxes. He explained that sales tax was calculated excluding one-time events. He will conduct a further review of the to ensure that the sales tax estimates have been properly calculated.

Mr. Staelin requested Tom Judge to follow up with the Parks and Recreation Department regarding projected fees for 2005, which are significantly higher than 2004.

Mr. Judge explained that non-categorical revenue is not collected for a specific expenditure; therefore, it can be used of any expenditure.

The Board requested Mr. Judge to remove the column title Actual FY03 from the report and add original budget 2004. It was noted that FY03 actual is included in the history.

General Government Capital Projects

Following discussion, the \$110,000 set aside for the purchase of an EMS ambulance was moved from 2005 to 2006.

John Staelin requested more detail on the \$50,000 set for technology improvements.

There was discussion regarding the need for an elevator at the Circuit Courthouse. Currently, there is \$207,000 appropriated for ADA compliance. It was requested that the funds be designated for the elevator and the project be moved from 2006 to 2005.

There was discussion of the Senior Center targeted for 2006. Of the 500,000, approximately half will be covered by donations. The Center will be attached to the Parks and Recreation Center and will include a kitchen that will provide meals to seniors.

Mr. Staelin questioned why the soccer field and infrastructure were separate from the Parks and Recreation Projects line item. It was explained that grant money was being sought for the soccer field project.

Mr. Staelin requested that the bus, with a wheelchair lift for Parks and Recreation that David Ash had mentioned would be needed, should be added to the projects list two to three years out.

Meetings Calendar

Tom Judge will distribute the General Fund budget this week.

Representatives from Social Services, Sheriff's Department, Shenandoah Area Agency of Aging, Lord Fairfax Soil and Water, and the Sanitary Authority were requested to address the Board on budget matters. It was further requested that the Sanitary Authority provide a copy of their audit results for review prior to their presentation to the Board.

It was determined that the Finance Committee would use its February 18, 2004 meeting to discuss general expenditure estimates and salary increases.

Adjournment

There being no further business, Chairman Staelin adjourned the meeting at 6:58 pm.

Next Meeting Date

The next Board of Supervisors Budget Work Session is set for Friday, February 20, 2004, at 5:00 pm in the Board of Supervisor's Meeting Room, Second Floor of the Circuit Courthouse, 102 N. Church Street, Berryville, Virginia.

ATTEST: February 10, 2004

John Staelin, Chairman

David L. Ash, County Administrator